

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

D/OTE  
1026 CoFC

EXTENSION

NO.

DATE 2 July 1985

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

2.

3.

4.

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15.

You might be interested in the attached analysis of our last three SIS groups.

They are a varied lot-- which makes designing a "core course" as an ascension experience very challenging.

We are designing a new Core Course--in cooperation with the Center for Creative Leadership. There is a good chance that it will be really good, and something that new SIS officers will look forward to.

I hope we can have it for this fall. We'll be back to you with a run-down at the end of the summer.

## Distribution:

- 1 - ExDir
- 1 - DDA
- 1 - D/OP
- 1 - Each Member of Agency Training Steering Committee

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

SAFE Status

FROM:

C/ISTD/OTE

616

C of C

EXTENSION

NO.

DATE

2 July 1985

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. EXO  
1025 C of C

7/2

Attached are ISTD comments on the ADDI proposal to delay CIA SAFE training.

2.  
3. DDTE  
1025 C of C7  
34.  
5. DTE  
1025 C of C

2.3

4

Harry: I know you have your own equities & so too does Bill Donnelly.

6.  
7. DDA

But from our perspective, the DDI proposal makes all the sense in the world.

8.  
9.

DDA needs something early or on schedule. Give it to 'em!

10.  
11.12.  
13.14.  
15.

2 July 1985

MEMORANDUM FOR: Director of Training and Education

STAT

FROM:

[redacted]  
Chief, Information Systems  
Training Division

SUBJECT: SAFE Status

REF: AD/DI memo to DDA 18 June 1985

1. We concur with the conclusions reached by the ADDI in his memo dated 18 June. Training on a "flawed" system which gives the users few improvements over the current system and adds many complications to their existing procedures on SAFE 1 seems a waste of time and resources plus an unproductive complication.

STAT

2. Reopening SAFE Delivery 1 training is not a problem. The courseware and supporting materials have already been developed; the classrooms are available (we anticipate there are no more than [redacted] students who would qualify for this training); and a cadre of instructors, qualified and experienced on Delivery 1, are available. No outside resources would be needed. With minimum impact on on-going ISTD training programs, we estimate it would take approximately 3 months, dedicating two classrooms, to complete the training.

STAT  
STAT  
STAT

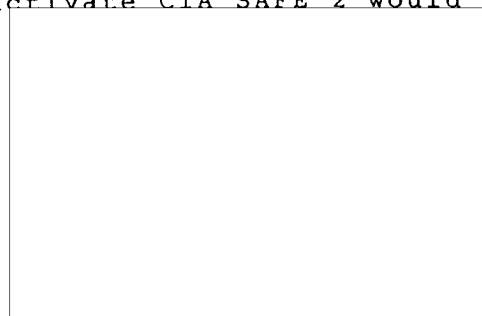
3. Following the agenda laid out in the ADDI's memo, once Delivery 2 is READY for the DI, OTE would be responsible for training [redacted]

[redacted] with the reopening of Delivery 1). Assuming that [redacted] will have at least 2 classrooms configured with terminals, and that we will get additional instructor resources in FY86 with the Systems Training Initiative, OTE should be able to adequately handle the increased demand Delivery 2 will make on classroom and personnel resources. We will probably look to DIA, Hadron and the DI to help us with some instructors, but I am confident we can work it out. Between October '85 and the Spring of '86, additional classroom preparations can be completed in an orderly fashion and any additional instructors needed can be brought up to speed on Delivery 1 and become comfortable with the stabilized capabilities of Delivery 2. Once "surge" training begins, it will still take at least 7-8 months to accomplish, in either 2 or 3 classrooms.

SUBJECT: SAFE Status

4. In summary, we like the ADDI proposal from the training perspective. The situation now is that we are trying to get ready to conduct training on a system which doesn't work yet. The time delay until next Spring to activate CIA SAFE 2 would remove that problem.

STAT



## ROUTING AND TRANSMITTAL SLIP

Date

6/20/85

TO: (Name, office symbol, room number,  
building, Agency/Post)

Initials

Date

1. EO/DDA

0 JUN 1985

2. ADDA

20 JUN 1985

3. DDA

4 JUN 1985

4.

5. D/INFORMATION TECHNOLOGY

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

## REMARKS

#5 - FOR ACTION

PLS PREPARE RESPONSE FOR DDA'S SIGNATURE

SUSPENSE:

5 July  
27 JUNE 85

CC: OTE

DO NOT use this form as a RECORD of approvals, concurrences, disposals,  
clearances, and similar actions

EO/DDA 7D18 HQS	Room No.—Bldg.
	Phone No.

5041-102

☆ GPO : 1983 O - 381-529 (301)

OPTIONAL FORM 41 (Rev. 7-76)  
Prescribed by GSA  
FPMR (41 CFR) 101-11.206

DDI #02922-85  
18 June 1985

MEMORANDUM FOR: Deputy Director for Administration

FROM : Richard J. Kerr  
Associate Deputy Director for Intelligence

SUBJECT : SAFE Status

*Barry*

1. Although we acquiesced in your decision at the 12 June review meeting on SAFE -- to install Delivery 2 at CIA in July with few software fixes and to provide Delivery 2.x to DIA in December -- we did so only because we understood that it was the only one available to you, given conflicting demands from the DI and DIA.

2. One of our greatest SAFE-related concerns is the impact of likely future slippages on the DI's goals of (a) universal access to (b) a fully capable, easy-to-use system. I understand that we face significant shortfalls in both areas.

- In December 1984, we reluctantly agreed to stop adding new users to SAFE for three months prior to the scheduled arrival of Delivery 2 in March 1985. Under CSPO's transition plan, at least 15 months will pass between the closing of SAFE in late 1984 and the first date for adding new users (April 1986). We expect further schedule slippages, however, that will extend the hiatus even more.
- Enhancements expected in Delivery 2 -- single log-on to MAIL and TEXT; multi-tasking to permit analysts simultaneously to review mail and compose finished intelligence or put information into structured data bases; and the ability to file and search into over 100 zones of cables -- have been reduced sharply in the drive to keep to a schedule.
- The multi-tasking capability that will arrive with Delivery 2 will not allow analysts concurrently to

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- read mail and write finished intelligence. In short, the new software will not provide the basic multi-tasking that we sought.
- To help move Logicon's part of the project along, we agreed to reduce the number of zones that system software was required to identify accurately from over 100 to eight. This represents only a marginal increase over the three zones available in Delivery 1.

3. It is increasingly clear that the DI's requirements diverse sharply from those of DIA. DIA's greatest concern seems to be that delivery schedules be met. Our concern is to maximize access to existing services and to avoid releasing software with known flaws. I believe that we can meet more of each group's goals if CSPO will:

- Merge Deliveries 2 and 2.x into a single release that will be introduced first at DIA in December. (As now designed, Delivery 2.x will only include what is in Delivery 2 as of 30 September 1985.) This change would have DIA -- not the DI -- pay the cost associated with wringing out the software in exchange for keeping to the present schedule.
- Task contractor resources to reopen Delivery 1. We understand that about four work-weeks of CRW resources would be needed to change the software so that it could accommodate everyone in the DI if necessary. We clearly prefer that CSPO focus on expanding DI access instead of continuing on D2 software for a July release to the DI.
- Training of new DI system users will not impact on Hadron's resources. The DI, hopefully in collaboration with OTE, will organize and conduct training for all new users of the DI software.
- As promised at the 12 June meeting, we assume that CSPO will provide the additional position needed by OIT/AMB for file maintenance and backup.
- Reschedule Delivery 2 for release to the DI after DIA has wrung out the D2 software and it has been certified by ASG (in consultation with OCR's SAFE Support Branch) as meeting D2 requirements. I want to emphasize that we will not allow flaws in Delivery 2 software to disrupt DI production.

4. While implementing the steps that I have outlined can permit both the DI and DIA to obtain more of what each wants from SAFE, a longer-term problem of different organizational

priorities remains. Given these fundamental differences, I encourage you to split SAFE into two separate projects as soon as possible. This will permit each group to set its own priorities and not require you to arbitrate conflicting demands.

STAT



Richard J. Kerr

cc: D/OIT  
C/ASG/DDI